

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Response to Director, IS00, on Increase in  
Original Classification Actions

FROM:

Director of Information Services  
1205 Ames

EXTENSION

NO.

STAT

DATE

STAT

TO: (Officer designation, room number, and  
building)

DATE

OFFICER'S  
INITIALSCOMMENTS (Number each comment to show from whom  
to whom. Draw a line across column after each comment.)

1. EO/DDA

26 FEB 1985

BM

Harry:

2.

3. ADDA

26 FEB 1985

J

4.

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DDA

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(For Signature)

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Attached for your signature is a letter to IS00 providing an explanation for the apparent increase in our original classification decisions last year. Because our statistics are based on a one-week sampling, it is difficult to determine if an actual increase occurred overall or if it was just an aberration. The explanation cited--an increase in agency programs and projects--is reasonable and probably the best we can offer under the circumstances.

STAT

20-7



DD/A Registr.

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REFERENCE

February 1, 1985

Mr. Harry E. Fitzwater  
Deputy Director for Administration  
Central Intelligence Agency  
Washington, DC 20505

Dear Mr. Fitzwater:

Executive Order 12356 requires the Information Security Oversight Office (ISOO) to report annually to the President on the status of the executive branch information security program. The ISOO uses two methods to gather data about the executive branch information security program for this report: (1) the ISOO inspection of each agency's information security program and (2) the statistical report, SF-311, Agency Information Security Program Data, provided to the ISOO by each agency, which contains various data about the program such as the number of original classification authorities and the number of classified documents generated within an agency during the fiscal year. The ISOO is concerned about the data provided in the Central Intelligence Agency's SF-311 for FY 1984, particularly as it relates to classification activity.

A comparison of the Agency's FY 1984 SF-311 with its FY 1983 SF-311 shows a decrease in derivative and overall actions but shows a 15% increase in original classification actions. The President, when E.O. 12356 was issued in 1982, established the following standard: "The Order enhances protection for national security information without permitting excessive classification of documents by the Government." Also, increases in classification, more than any other factor, are cited by critics of the information security system as evidence of its abuse.

Before the ISOO submits its FY 1984 report to the President, we believe an explanation of this increase is necessary. Please provide your input to ISOO before February 28, 1985. Please include: (1) Any changes in policy or operations that contributed to the increase; (2) information on the components within the CIA responsible for the increase, and the pertinent statistics for each; (3) an explanation of any specific events that contributed significantly to the increase; (4) a description of sampling methods used in FY 1984 and previously to report on classification actions; and (5) the identification of types of information classified in FY 1984 that were not classified in prior years. We would also appreciate any information you may

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wish to provide on Agency efforts to control the amount of classified information both in FY 1984 and FY 1985. If you have any questions concerning this matter, please call me or Harold Mason on 535-7251.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven Garfinkel". The signature is fluid and cursive, with a large, sweeping "S" at the beginning and a long, horizontal stroke at the end.

STEVEN GARFINKEL  
Director

Central Intelligence Agency



Washington, D.C. 20505

27 February 1985

Mr. Steven Garfinkel  
Director, Information Security  
Oversight Office (Z)  
General Services Administration  
18th & F Streets, N.W.  
Washington, D.C. 20405

Dear Mr. Garfinkel:

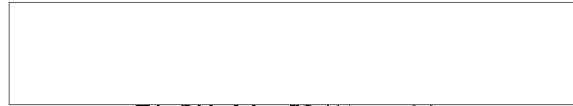
In reference to your letter of 1 February 1985, I share your support for the standard established by the President when Executive Order 12356 was issued. In implementing the Order, we have consistently tried to avoid excessive classification of documents while protecting national security information. As you know, we have developed and maintain an active information security program to ensure that Agency documents are properly classified and that our personnel are aware of the correct procedures for both derivative and original classification decisions. I was pleased to note in your letter that although our original classification decisions increased in FY 84, our overall classification decisions decreased.

In response to the questions raised in your letter, we have reviewed the information security program data (SF-311) we submitted to your office for FY 1984 to determine the cause of the 15 percent increase in original classification actions. Based on our review, we believe the increase is primarily a result of new programs and projects that are not yet covered in our National Security Classification Guide which was published in August 1982. This evolution of our program responsibilities is Agency-wide in scope and is not limited to specific components or types of information, nor does it represent a change in policy. The sampling method used to collect and report our FY 1984 data was the same method used in FY 1983. As you know, we take an actual count of all classification decisions made during a one-week period and project that figure for the year.

In September 1984, we established an FY 1985 objective to update our National Security Classification Guide to include items that cover our newer programs. Several items already have been submitted and more are expected as we continue to solicit suggestions for changes or additions to the guide. It is interesting to note that after the last revision of our classification guide we experienced a significant decrease in original classification decisions. We are optimistic that the current revision will again reduce the number of original classification decisions.

I hope this explanation of the increase in our original classification decisions will be helpful in preparing your report to the President.

Sincerely,



STAT

*[Handwritten signature]*  
Harry E. Fitzwater  
Deputy Director  
for  
Administration